Directives Manager

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| **Job & Name:** | My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and I work for NASA as a Directives Manager. |
| **Why I chose this career:**  **(Hobbies and Interest)** | I decided to become a directives manager (management analyst), based on how my work was going. I had been with NASA for a few years working in the office setting. The powers that be had seen the type of work I had done and were impressed. My superiors encouraged me to go back to school and get a degree so that I could take on this new role. I haven’t looked back since… |
| **Work Duties:** | As a management analyst, it is my responsibility to gather and organize information on various problems and procedures, develop and implement methods of filing, protecting, and retrieving necessary documents, and I work with others to recommend and approve changes of forms and reports. |
| **Education:** | I started out with an Associate’s Degree and then I attended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ where I received my Bachelor’s degree. |
| **Salary:** | I make around 78,000 dollars a year as a Directives Manager. |